The Eighty-sixth Annual Report

OF THE

TRUSTEES

OF THE

FREE PUBLIC LIBRARY

CITY OF NEW BEDFORD

MASSACHUSETTS

For the Year 1938

Reynolds Printing
New Bedford, Mass.
1939

Officers and Staff of the Free Public Library

Trustees

LEO E. J. CARNEY ..... Mayor of the City
JAMES C. KENWORTHY .... President of the Board of Aldermen
JOHN THORNHILL ..... President of the Common Council
Ex-officio Terms Expire January, 1939

Elected by the City Council

FRANK A. MILLIKEN	Term Expires April, 1939
ALICE P. WHITE	Term Expires April, 1939
REV. LINDEN H. WHITE	Term Expires April, 1940
FRANK P. SHEA	Term Expires April, 1940
JOSEPH P. TRUDEL	Term Expires April, 1941
FRANK VERA	Term Expires April, 1941

Committees

On Library—
MESSRS. MILLIKEN, VERA, and TRUDEL

On Buildings—
REV. LINDEN H. WHITE, MESSRS. SHEA and VERA

On Finance—
REV. LINDEN H. WHITE, MESSRS. SHEA, and TRUDEL

On Branches—
MRS. WHITE, MESSRS. MILLIKEN, and TRUDEL

STAFF

Librarian

HARLAND A. CARPENTER

Assistant Librarian

CLEMENT L. YAEGER

Cataloguer

*EDITH H. COBB
ANNA G. CABRAL

*Retired, September 30, 1939.

Librarian's Secretary

MINERVA F. MAXFIELD

Heads of Departments

ALICE H. TRIPP ..... Reference Librarian
JANE E. GARDNER ..... Art Librarian
CLAIRE N. RILEY ..... Children's Librarian
GRACE D. SHERMAN ..... Circulation
L. GERTRUDE WILCOX ..... Genealogical Librarian

Assistants

EDITH H. BRODHEAD
ELSIE COLLINS
*FLORENCE E. FARWELL
ETHEL WILCOX
**LENA D. PAULL
STELLA M. FERGUSON
MARIA E. MAXFIELD
JANE T. THURSTON
MARION H. BONNER
LUCY M. LAGASSE
MARJORIE COBB
***CHARLOTTE S. NYE
‡GERTRUDE RUSITZKY

Branches

North Branch ..... AMANDA DION
+ELIZABETH STEPHENSON
†JEANIE D. SHIELDS

South Branch ..... PAULA KENNEDY
KATHLEEN U. LAWLESS
†STELLA PATLA

West Branch ..... CLOTILDA KOBZA

West Branch Reading Room ..... FLORENCE E. PERRY

Pages

SYLVIA CIABURRI
THELMA SWIFT
MARIAN McGREGOR
WALTER LAWLESS
JAMES M. CONNOR
PAUL M. SPURRIER

* Retired, January 14, 1938
** Resigned, April 29, 1938
*** Appointed, February 1, 1938
\+ Resigned, January 15, 1938
‡ Appointed, October 1, 1938
† Appointed, September 1, 1938

Elevator Operators

FRED SENFT
CLIFTON N. HATCH

Janitors

GEORGE SUNDERLAND
GARRISON L. OLIVER
GEORGE BRIGHTMAN

Cleaners

MARY ALMEIDA
MARY NORWOOD
°MINNIE ST. JOHN
°°EMILY L. MERRICK
ELNORA WILLIAMS
MARY E. MORROW

° Deceased, March 24, 1938
°° Appointed, May 2, 1938

Trustees' Report

To the Honorable, the City Council of the City of New Bedford, Mass.

The Trustees present their Eighty-sixth Annual Report to the City Council in the Report of the Librarian, which has been adopted by the Board.

Respectfully submitted,

BOARD OF TRUSTEES,

HARLAND A. CARPENTER,

Clerk of the Board.

Librarian's Report

To the Trustees of the Free Public Library:

I herewith submit the Eighty-sixth Annual Report of the Free Public Library of New Bedford.

During 1938 the people of New Bedford borrowed 62,459 more books from their public library than in 1937. The total of 608,401 volumes lent for home use represents an increase of 11.4 per cent. Every department and agency of the library with the exception of the Juvenile Department at the Central Library and the school deposits participated in this increase.

It is gratfiying to note that the library's service in special fields is filling a definite community need. The Art Department reported 1117 more books circulated this year than last, an increase of 23.6 per cent.

Again the supply of books met the greater public demands with woeful inadequacy since only $6,804.43 could be spent for books as compared to a book fund of $8,929.43 in 1937. The library should be spending approximately $21,000.00 every year for books to supply new books in proper amount and to replace old books worn out by constant use. An expenditure of this amount would merely meet the MINIMUM requirements of a library in a city the size of New Bedford according to the standards of the American Library Association.

Duplicate Pay Collection

As a beginning in an effort to provide more copies of new books a Duplicate Pay Collection was installed in July. Nine generous friends of the library donated a fund of $180.00 to inaugurate the service. This collection includes only duplicates of titles already in the library. As

the fees from rentals pay for the books in the Duplicate Pay Collection these books are transferred to the free collection. The amounts collected from month to month indicate a growing interest in this experiment.

REFERENCE SERVICE

In a reference department certain recurring questions impress the staff with the paramount interest in certain subjects. This year constant demands for material on vocational guidance and civil service have made these subjects stand out as of prime importance to the community. To help earnest seekers for assistance in preparing for civil service examinations, particular emphasis has been placed upon the acquisition of such material.

The direct telephone connection to the Reference Department, the Art Department, and the Genealogical Department has encouraged the public to request more of their reference service by this medium. In the Reference Department alone 860 inquiries were answered over the telephone.

JUVENILE DEPARTMENT

The general work of the Juvenile Department has been carried on with little variation.

Book Week was observed with two special programmes. Miss Julia Carter, instructor in children's literature at Bridgewater State Teachers College presented a talk on new children's books of the fall for parents and teachers. A group of children under the direction of the children's librarian presented a dramatization of "Pinocchio" over radio station WNBH.

The circulation of books from school room deposits has decreased considerably since September. This is the result of a decline in school population in certain sections of the city and the inability of the library to send as many

books as heretofore to the classes at the Continuation School. When the school collections were distributed in the fall there were eight fewer classes to be supplied than in the previous year.

BRANCHES

The branch libraries have accounted for the greater portion of the total increase in circulation. This remarkable record has been attained in spite of inadequate book stocks. Each of the branch collections needs more books on the high school reading lists, more popular non-fiction, standard books in science and technology, business books, and hobby literature.

The circulation at the branches in 1937 and 1938 was as follows:

	1937	1938	Increase	Per cent of Inc.
North	49417	72159	22742	46.
South	94753	114206	19453	20.5
West	26927	29562	2635	9.7

PUBLICITY

The staff Publicity Committee has been responsible for bringing the library to the attention of the community with tangible results.

The weekly book talks over radio station WNBH begun in the fall of 1937 were continued through the winter and spring months.

The Morris Plan Bank and the Akin-Denison Company co-operated with the library by allowing their windows to be used for displays of books and periodicals. Books for the business man and woman were placed in the window of the bank, and books on sketching, drawing, and painting

were combined with a display of artist's supplies at Akin-Denison's. These two displays in windows in the business section attracted readers who had never realized previously that the library contained such varied material on these subjects.

A mimeographed list of books on hobbies was distributed at the Hobby Show sponsored by the Y.M.C.A. and the local newspapers. And at the annual flower show of the Garden Club of Greater New Bedford the library was allowed space for an exhibition of books on all phases of gardening. Forty-two reserves for books on display were left with the library staff members in charge of the exhibit.

Through the courteous cooperation of Mr. Allen Dale Currier, director of the Swain School of Design, the library "Bulletin" was furnished with a new and distinctive front page layout. The "Bulletin" is now published bi-monthly instead of quarterly and includes new notes about books and library activities as well as a selected list of new accessions.

The librarian and the children's librarian have spoken before several organizations.

GIFTS

The library was the recipient of many small gifts which in the aggregate reached a total of 697 volumes exclusive of many pamphlets, pictures and periodicals not accessioned.

Two notable gifts were received. Mrs. Edmund Wood presented the Walter Wood Collection of Music totaling 303 pieces. Mrs. Mabel H. Burgess gave 106 books of popular interest, many of them duplicates of titles in almost daily demand.

PERSONNEL

Four members of the staff resigned during the year and four appointments to the force were made from the list of substitutes.

The Board of Trustees adopted a graded scheme of service for all library positions. This act was a step forward toward higher personnel standards.

Needs

In addition to the pressing need for a larger book fund already mentioned, there are several others which should receive immediate attention. While it may not be feasible to plan extension of library services at present because of the necessity for economy, it would seem wise to keep the physical plant, equipment, and the collections of the library in good condition.

The many fine oil paintings adorning the walls of the public rooms should be cleaned. In many instances the frames require repairing. Several need a complete restoration by an expert in such work. The postponement of proper attention for even a year or two may result in irreparable damage. Before the paintings are cleaned the heating system should also be cleaned. The hot air ducts from the fan room in the basement are lined with an accumulation of dust which is being distributed throughout the building by the ventilating fan. This dust laden atmosphere is also detrimental to the condition of the books and to the health of staff members and library patrons.

New floors should be installed in both the Reference Room and the Juvenile Room. The tables and chairs in all public rooms require refinishing.

With the exception of the Art Room none of the public reading rooms are equipped with lighting facilities which meet present-day standards of artificial illumination.

The several hundred whaling logs which compose the most valuable section of the library's collection of local history should be bound by a reputable commercial library bindery properly equipped for such work.

MISCELLANEOUS

A WPA repair project provided a new roof for the Central Library, the refinishing of hard wood floors and the painting of the walls of two corridors and the book stacks. At the West Branch the brick work was pointed and the interior walls repainted.

The WPA book mending project has continued throughout the year. Another group of workers has been engaged for several months in removing Cutter author numbers from the fiction books.

The usual statistical tables are appended.

Respectfully submitted,

HARLAND A. CARPENTER,

Librarian.

STATISTICS

For the Year Ending December 31, 1938

Population of New Bedford (1935 State Census)	110,022

Free for lending and reference.

Four agencies consisting of the Central Library, and three branches. Central Library open 362 days during the year, 72 hours each week for lending, and 79 hours for reading and reference.

Book Collection

Number of volumes at beginning of year, juvenile and adult	203,696	
Added during the year by purchase	5,033	
Added during the year by gift	697	
Added during the year by binding	21	
Total		209,447
Number of volumes withdrawn		545
Total number at end of year		208,902

Circulation

Central Library	240,173	
Branch Libraries	215,927	
School Collection (Elementary Schools)	117,236	
High School Library	3,322	
Junior High Schools	24,498	
St. Luke's Hospital	7,245	
Total volumes lent for home use		608,401
Pictures lent		26,313

Miscellaneous Statistics

Volumes bound	1,828
Total number of registered borrowers	38,065

Registration period, three years
Circulation per capita, 5.52 volumes
Per cent registered borrowers of population served, 34.5

Periodicals received (titles)	338
Newspapers received (titles)	46

CITY APPROPRIATION

Appropriation		$54,000.00
Salaries	$35,325.83	
Wages	13,990.22	
Supplies	797.34	
Janitor's Supplies	525.36	
Repairs	145.77	
Furniture and Equipment	182.40	
Lighting Branches	542.44	
Heating Branches	375.07	
Telephones	416.12	
Express and Carting	101.90	
Postage	227.47	
Insurance	465.00	
Printing	212.47	
Books	47.88	
Stationery	17.75	
Medical Care	180.00	
Library Miscellany	173.91	
Building Miscellany	266.99	
	$53,993.92	
Balance	6.08	
		$54,000.00

KEMPTON FUND

Balance	$4.27	
Receipts	$8,560.77	
		$8,565.04
Books	$5,143.02	
Periodicals	982.20	
Binding Books	680.68	
Binding Periodicals	36.00	
Supplies	568.86	
Janitor's Supplies	111.56	
Repairs	30.45	
Furniture and Equipment	131.91	
Express and Carting	165.45	
Postage	115.00	
Printing	348.99	
Stationery	34.50	

Library Miscellany	181.29	
Building Miscellany	33.20	
	$8,563.11	
Balance	1.93	
		$8,565.04

SYLVIA ANN HOWLAND FUND

Balance	$.38	
Receipts	1,573.45	
		$1,573.83
Books	$1,275.81	
Periodicals	57.36	
Binding Books	40.30	
Binding Periodicals	12.00	
Supplies	49.22	
Janitor's Supplies	26.80	
Repairs	62.59	
Express and Carting	20.74	
Printing	3.00	
Library Miscellany	17.55	
Building Miscellany	8.00	
	$1,573.37	
Balance	.46	
		$1,573.83

GEORGE O. CROCKER FUND

Balance	$.59	
Receipts	420.38	
		$420.97
Books	$139.37	
Periodicals	153.69	
Binding Books	95.11	
Printing	12.10	
Library Miscellany	8.86	
	$409.13	
Balance	11.84	
		$420.97

JAMES B. CONGDON FUND

Balance	$.60	
Receipts	13.75	
		$14.35
Books	$14.09	
	$14.09	
Balance	.26	
		$14.35

CHARLES W. MORGAN FUND

Balance	$.90	
Receipts	27.50	
		$28.40
Books	$28.25	
	$28.25	
Balance	.15	
		$28.40

CHARLES L. WOOD FUND

Balance	$.06	
Receipts	55.00	
		$55.06
Books	$21.01	
Periodicals	33.50	
	$54.51	
Balance	.55	
		$55.06

GEORGE HOWLAND, JR. FUND

Balance	$2.49	
Receipts	44.00	
		$46.49

Books	$37.76	
Periodicals	7.59	
	$45.35	
Balance	1.14	
		$46.49

OLIVER CROCKER FUND

Balance	$.32	
Receipts	27.50	
		$27.82
Books	27.65	
	27.65	
Balance	.17	
		$27.82

DUPLICATE PAY

Original Gifts	$180.00	
Receipts	64.31	
		$244.31
Books	$69.59	
	$69.59	
Balance	174.72	
		$244.31

TOTAL EXPENDITURES

January 1, 1938 — December 31, 1938

Salaries	$35,325.83
Wages	13,990.22
Books	6,804.43
Periodicals	1,234.34
Binding Books	816.09
Binding Periodicals	48.00
Supplies	1,415.42
Janitor's Supplies	663.72

Stationery	52.25	
Repairs	238.81	
Lighting Branches	542.44	
Heating Branches	375.07	
Postage	342.47	
Telephones	416.12	
Express and Carting	288.09	
Printing	576.56	
Furniture and Equipment	314.31	
Insurance	465.00	
Medical Care	180.00	
Library Miscellany	381.61	
Building Miscellany	308.19	
		$64,778.97

ANNUAL REPORT

Free Public Library

In City Council,

February 9, 1939

Received and placed on file.

CHARLES W. DEASY,

City Clerk

Attest:

CHARLES W. DEASY,

City Clerk